

**FP7 - Where to Start From?
FIRST STEPS TO PARTICIPATE IN FP7**

1- Access the CORDIS website (<http://cordis.europa.eu/en/home.html>)

CORDIS (Community Research and Development Information Service) is the main web portal for publishing all updated news related to RESEARCH activities.

2- Access the Open Calls page

Click on the “European Union Research Funding” link then on the “Find a call” link then on the “Open” link in the middle of the page.

3- Press on any open “Call for Proposals” in your area of interest

In the context of the FP7, “Calls for Proposals” are launched at various intervals inviting researchers to submit proposals. The deadlines are defined in the “call text” published in the Official journal of the European Union.

4- Read the “Work Program” and make sure your idea meets one of the EU objectives.

Work programs are plans for the implementation of the specific programs of FP7. They comprise detailed descriptions of the activities (thematic priorities, evaluation procedures and criteria, deadlines, roadmaps...). Work programs provide all information necessary to launch calls for proposals.

5- Check the “Guide for Applicants”

In this document, you can find the **proposal template** i.e. the proposal structure, page limits, deliverables ...etc.

6- Check the “Rules for submission of proposals”

7- Start to think about the consortium

Almost all of EU projects must be undertaken by consortium (rather than a single entity). One of the entities (organization, institution) plays the role of the coordinator and will be responsible for project coordination and is held accountable with the European commission; and the other entities are will be consortium members and are called partners.